



Central Coast

REGIONAL DISTRICT

That we may be good people together

REGULAR BOARD MEETING MINUTES

DATE: October 8, 2020

ATTENTION

These minutes are draft and subject to amendment. Final Approval and adoption is by resolution at the next scheduled meeting.

The Mission of the Central Coast Regional District is to foster the sustainable socioeconomic and environmental well-being of the Central Coast through the professional and efficient delivery of mandated regional and community services.

REGULAR BOARD MEETING MINUTES – October 8, 2020 via videoconference

In Attendance:	Electoral Area A Electoral Area B Electoral Area C Electoral Area D Electoral Area E	Director Daniel Bertrand Director Travis Hall Director Jayme Kennedy Director Lawrence Northeast Chair Samuel Schooner
Staff:	Chief Administrative Officer Recording Secretary, PC Operations Manager Finance Manager Executive Assistant Contractor	Courtney Kirk Evangeline Hanuse Ken McIlwain (portion) Ye-Ne Byun (portion) Destiny Mack (portion) Donna Mikkelson
Special Guests :	Presenters	Don Jolley Jacob Scissons

PART I – INTRODUCTION

1. Call to Order

Chair Schooner called the meeting to Order at 9:17 a.m. and acknowledged chairing the meeting was taking place on the unceded territory of the Nuxalk Nation and Directors were participating virtually from each respective territory.

2. Adoption of Agenda

20-10-01 M/S Directors THAT the agenda be received. **CARRIED**

20-10-02 M/S Directors Kennedy/Bertrand THAT the Agenda be adopted as amended removing the in-camera portion and by adding the following late items: United Coast Leadership Table director remuneration, and Request for Decision - Director External Appointments Policy.as well as the items released from the September 17, 2020 in camera meeting of the Board: Hagensborg Waterworks District resolutions, and Hagensborg Waterworks Conversion Process report. **CARRIED**

3. Disclosures of Financial Interest

The Chair reminded Board Members of the requirements of Sections 100(2) (b) and 101(1) (2) and (3) of the *Community Charter* to disclose any financial interests during the meeting when the matter is discussed. The declaration under this section requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the subject matter which is being discussed.

No disclosures of financial interests were made.

4. Disclosures of Interests Affecting Impartiality

The Chair reminded Board Members that in the interest of good governance where there is a perceived interest that may affect their impartiality in consideration of a matter a declaration should be made. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

No disclosures affecting impartiality were made.

(A) ADOPTION OF MINUTES

a) Regular Board Meeting September 9-10, 2020

- 20-10-03** M/S Directors Hall/Northeast THAT the minutes from the September 9-10, 2020 Board Meeting be received. **CARRIED**
- 20-10-04** M/S Directors Bertrand/Northeast THAT the September 9-10, 2020 minutes be adopted. **CARRIED**

PART II – LOCAL GOVERNANCE

(A) BYLAWS AND POLICIES

a) Policies for Review, Revision, Rescind or Adoption

1) Policy A-18 – Funding Proposals

- 20-10-05** M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District receives Policy A-18 Funding Proposals Request for Decision. **CARRIED**
- 20-10-06** M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District approves Policy A-18 Funding Proposals as reviewed. **CARRIED**

The Board recessed for a presentation with Don Jolley and Jacob Scissons regarding Denny Island Fire Feasibility Study.

**Note: Mr. Jolley's discussion paper, with details discussed throughout his presentation, was formally received by the Board later in the meeting and was included as part of the October public agenda package.*

The Board recessed at 10:37 a.m.
The Board reconvened at 10:59 a.m.

2) Director External Appointments Policy

- 20-10-07 M/S Directors Kennedy/Bertrand** THAT the Board of Directors of the Central Coast Regional District receives the Request for Decision on Director External Appointments Policy. **CARRIED**

CAO Kirk provided a brief update on the progress of the external appointment policy development noting that to date Administration had researched legislation and sought guidance from other administrators of regional districts. CAO Kirk sought discussion from the Board on points relevant to the policy development underway to help shape the final product to be consistent with the Board's preferences.

The Board discussed the distinction between appointment and nomination. CAO Kirk confirmed that generally a board appointment would be considered a representative of the CCRD, and thereby accountable to the Board for that representation, whereas a nomination generally would not indicate any direct accountability to the CCRD Board if the nominated candidate was selected through an organization's independent governance process. CAO Kirk noted that an interpretation section could be included in the new policy that could provide definitions for each.

The Board further discussed perspectives on the importance of assuring that a body to which a CCRD representative is appointed by the Board is an organization operating in service to local government. The Board discussed mechanisms of assessing a given organization's purpose and the importance of that clarity in advance of appointing a representative to serve on behalf of CCRD. CAO Kirk assured that the new policy could include tools to assist in assessing a given organization's purpose to help guide future decisions on accepting invitations to appoint CCRD representatives to various organizations.

The Board expressed support for the provision of remuneration for external board appointments and that the policy should ultimately provide guidance to this end in keeping with the board remuneration bylaw.

CAO Kirk thanked the Board for their input and noted further discussion would be needed once the formal policy was written and presented to the Board for consideration.

(C) OPERATIONS UPDATES & POLICY MATTERS ARISING

ADMINISTRATIVE SERVICES

(a) Strategic Plan Amendments

- 20-10-08 M/S Directors Kennedy/Northeast** THAT the Board of Directors of the Central Coast Regional District receive the Request for Decision. **CARRIED**
- 20-10-09 M/S Directors Kennedy/Hall** THAT the Board of Directors of the Central Coast Regional District authorizes the revisions made and adopts the 2019-2022 Strategic Plan Amendments: Changes to Strategic Priorities, Advocacy Items, and Priority Projects Due to COVID-19 prepared by Alison Sayers, Sayers Consulting. **CARRIED**

PUBLIC WORKS

(b) Service Report: Bella Coola Waterworks Service Update

- 20-10-10** M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Waterworks Service Update. **CARRIED**
- 20-10-11** M/S Directors Bertrand/Hall THAT the Board of Directors of the Central Coast Regional District approve the Bella Coola Waterworks Service Update. **CARRIED**

(c) Project Update: Denny Island Community Water System – September 2020

- 20-10-12** M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the project update on the Denny Island Community Water System. **CARRIED**

LEISURE SERVICES

(d) Library Services

- i. **2021 Budget Media Release**
 - ii. **2021-2025 Financial plan – Retooling – Stronger than ever, together**
 - iii. **Central Coast Regional District 2021 Breakdown**
 - iv. **System Wide 2021 Budget Breakdown**
- 20-10-13** M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the Vancouver Island Regional Library 2021 Budget Media Release, 2021-2025 Financial Plan, CCRD 2021 Breakdown, and System Wide 2021 Budget Breakdown. **CARRIED**

PROTECTIVE SERVICES

(e) Fire Protection: Denny Island Fire Protection Preliminary Study

- 20-10-14** M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional receive the Denny Island Fire Protection Preliminary Study. **CARRIED**

(f) Fire Protection: Bella Coola Fire Protection Service Update

- 20-10-15** M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Fire Protection service update. **CARRIED**

(g) Project Update: Bella Coola Valley Flood Risk Assessment and Modelling – September 2020

20-10-16 M/S Directors Bertrand/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the Bella Coola Valley Flood Risk Assessment and Modelling project update. **CARRIED**

(h) Letter Re: Community Support – Junior Canadian Rangers

20-10-17 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District receive the letter regarding Community Support for the Junior Canadian Rangers. **CARRIED**

20-10-18 M/S Directors Northeast/Bertrand THAT the Board of Directors of the Central Coast Regional District direct Administration to provide a letter of support to the Junior Canadian Rangers, noting that their presence in the Bella Coola Valley is welcome while outlining current COVID-19 precautions. **CARRIED**

(i) COVID-19 Response

i. Report to the Board: United Coast Leadership Table Update – Director Bertrand – Verbal Report

Director Bertrand suggested CAO Kirk start with a verbal update from her participation in a follow-up meeting with provincial staff organized by the participants at the United Coast Table. CAO Kirk advised the Board that she had a meeting with Derek Rains of the Ministry of Health as well as others from the Ministry of Transportation and Infrastructure. The primary focus of conversation was that, as a result of the advocacy having taken place with the United Coast Table, the province applied for Air Access program funding on behalf of the Bella Coola and Bella Bella airports. This funding will not require a matching contribution from CCRD. Acknowledgement was given to Director Bertrand on his work to move this initiative forward.

It is unknown what the funding amounts are. Further details will be shared when provided. Director Bertrand noted that Josh Carpenter, Bella Bella Airport Manager, submitted a list of desired improvements that will help facilitate emergency medical evacuations.

The United Coast Table calls will be decreased to meetings once per month. Director Bertrand thanked the province for their support. Director Bertrand further noted that policies are being reviewed on COVID-19 toward allowing chaperones on medical evacuations, with emphasis on vulnerable populations such as the elderly.

The United Coast Table addressed the Haida Nation being more involved in tourism management. Director Bertrand will reach out to Director Kennedy regarding advocacy at the tourism level.

ii. Director Remuneration: United Coast Leadership Table and Associated Meetings – tabled discussion from August 18, 2020 Special Meeting of the Board – Discussion (no report)

“I, Board Member Daniel Bertrand, disclose in accordance with sections 100(2)(b) and 101(1)(2) and (3) of the Community Charter that I have a direct pecuniary interest that constitutes a conflict of interest in item (i)(ii) Director Remuneration: United Coast Leadership Table and Associated Meetings.

I will leave the room during the discussion of this item in accordance with Section 101(1) and (2) of the Community Charter.

20-10-19 M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District authorize work assignment remuneration for Director Bertrand for his participation at the United Coast meeting from April 4, 2020 to September 30, 2020 at a number of 17 meetings with an hour of prep time approved as a local work assignment for each meeting for a total of \$1,224.00. **CARRIED**

20-10-20 M/S Directors Northeast/Kennedy THAT the Board of Directors of the Central Coast Regional District authorizes an ongoing work assignment for CCRD’s appointed representative attending at the United Coast Leadership table at an hour of preparation time for each meeting attended along with actual meeting time for so long as the United Coast leadership table appointment continues. **CARRIED**

GOVERNANCE

(j) BC Ferry Authority Nomination Package

20-10-21 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receives the BC Ferry Authority Nomination Package. **CARRIED**

CAO Kirk advised the Board that the BC Ferry appointment is done in conjunction with 3 other regional districts making up the catchment area of which CCRD is part. BC Ferry Authority requests that a list of nominees is put forward by the regional districts of the area. The area consists of four regional districts and they are asked to provide 3-5 nominations. Process utilized in the past is to have each regional district undertake local advertising, come up with a Board approved nominee through that process, bring that nominee forward through a Chair and CAO meeting with the four regional districts, bring the slate of 4 back to each regional district board and advance the slate of 4 to the BC Ferry Authority.

CAO Kirk noted that nomination requests from BC Authority usually align with UBCM, where it is then more feasible for the slate to be reviewed by the collective of all four regional district Chairs and CAOs. Due to the timing of the nomination request, the usual process would create some complications and additional costs, including the potential to require a virtual meeting of the Chairs and CAOs as well as a request that CCRD hold a special meeting in January to authorize the final

slate. CAO Kirk further noted that another regional district in the catchment is following up with the BC Ferry Authority to inquire whether an extension on the nomination period is possible, as CCRD would not normally have a meeting in 2021 until February, complicating the usual collaborative process for advancing a slate. It is likely however the most reasonable process in the circumstances will be for each regional district to independently secure a nomination and agree to submit without further Board review of the other regional districts' nominees. In either case, Administration seeks Board guidance so that CCRD may undertake advertising right away and position the Board to consider advancing a nominee in the timeline currently required by the BC Ferry Authority.

20-10-22 M/S Directors Kennedy/Bertrand THAT the Board of Directors of the Central Coast Regional District directs Administration to advertise locally for potential qualified central coast BC Ferry Authority nominees, to bring any nominations forward to the Board for selection and advancement to the BC Ferry Authority in the timeline required. **CARRIED**

(C) EXECUTIVE REPORTS

a. Electoral Area Reports

Area E and Chair Report: Chair Schooner

Chair Schooner thanked the Board and presented his verbal report as follows.

Chair Schooner congratulated Director Hall on being nominated as Director at Large to the Association of Vancouver Island and Coastal Communities (AVICC).

Chair Schooner stated that we are getting through challenging times and pointed out that Directors and CCRD staff are continuing to do excellent work.

Area A Report: Director Bertrand

Director Bertrand thanked Chair Schooner and presented his verbal report as follows.

Director Bertrand spoke with Lee Brain, the Mayor of Prince Rupert about the Connected Coast project, which is a high-speed internet cable being installed from Prince Rupert to Vancouver Island. CityWest is owned by the City of Prince Rupert and will undertake this work. This project has been delayed but is still underway and cable is being laid up north. They are looking to create partnerships with municipalities and First Nations to provide service delivery.

Director Bertrand invited Mayor Brain to provide a delegation request to speak to the Board about this project. Mayor Brain indicated that if the CCRD were to sign up for this program, internet would be provided as a service and as an example on a tax bill, internet would be a line item, such as is the case with water or sewer services. Director Bertrand suggested Mayor Brain connect with other internet service providers in the region.

Director Bertrand reported that the Denny Island Rec Commission has received proposals with respect to construction of trails on Denny Island. A quote for an archaeological assessment has been requested. Director Bertrand is looking forward to expending the grant money that the commission has had for some time. Preliminary flagging and reconnaissance of these trails is underway.

In terms of the Shearwater dump on Denny Island, Director Bertrand reports that there is controversy associated with this dump. A provincial permit requires an electric fence at this site, which does not exist currently. The Ministry of Environment reached out to Director Bertrand seeking input. In turn, Director Bertrand consulted with constituents on this issue, many of whom raised issue with lack of electric fencing and burning of creosote posts and electronics at the dump. This took a lot of time to field inquiries, as it is not a CCRD service.

If the permit is renewed, Shearwater needs clear signage that the dump belongs to Shearwater, along with contact information. Permits should be imposed in similar fashion to those in other areas. Director Bertrand notes it is unclear if Shearwater is held to equivalent standards and would be unfair for taxpayers to clean up the mess if it gets to that at some point. Director Bertrand gave input on this situation to the Ministry of Environment and was clear that his input was given under personal capacity and that he was not speaking as the Board as a whole.

Area B Report: Director Hall

Director Hall thanked the Chair and presented his verbal report as follows.

Director Hall indicated that the SOK fishery in Heiltsuk territory is eligible for the Fish Harvester Benefit and Grant Program. Currently members are applying for funds, and the process to do so is relatively streamlined and accessible.

Director Hall noted that advocacy is taking place from the Heiltsuk Nation on Vancouver Coastal Health providing information on COVID-19 in order for the Nation to be better equipped to plan for closures and have safer decision-making processes. Director Hall met with a Director from the gathet Regional District and shared concerns about safer communities in regards to COVID-19.

In regards to AVICC, Director Hall is thankful for this 1-year term opportunity. The first meeting will be on November 5, 2020. Director Hall has drafted ideas for this committee to ensure representation.

Director Hall is glad that staff is working and hopes that everything is going well.

Acknowledgement was given by Director Hall to the Kunsoot Wellness Board. It is an important thing happening for the wellness of many individuals and families that need support. The work being done in the area is appreciated.

Area C Report: Director Kennedy

Director Kennedy thanked the Chair and presented her verbal report as follows.

PART III – GENERAL BUSINESS

(k) Letter from the Forest Enhancement Society

20-10-25 M/S Directors Kennedy/Northeast THAT the Board of Directors of the Central Coast Regional District receives the letter from the Forest Enhancement Society. **CARRIED**

(l) Correspondence for Action: Re: Advocacy to change the provincial flag

20-10-26 M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District receives the correspondence for action re: advocacy to change the provincial flag. **CARRIED**

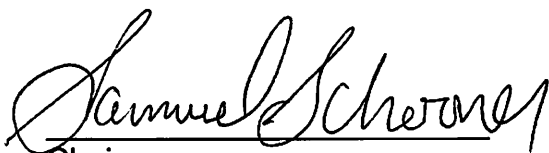
Board discussion surrounded the fact that this letter is not a concern of a CCRD constituent and that the Board is sympathetic to this issue but should not invest time into concerns that do not have direct ties to a CCRD constituent. Nothing further should be done with the letter.

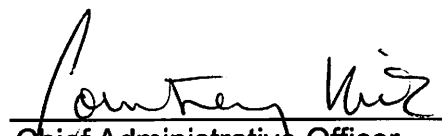
20-10-27 M/S Directors Kennedy/Hall THAT the Board of Directors of the Central Coast Regional District receives the following items released from the September 17, 2020 in-camera meeting for the purpose of planned public release: Hagensborg Waterworks District Resolutions Report, and Hagensborg Waterworks Conversion Process Report. **CARRIED**

(E) ADJOURNMENT

20-10-28 M/S Director Hall/Kennedy THAT the meeting be adjourned. **CARRIED**

There being no further business the meeting was adjourned.


Chair


Chief Administrative Officer